

Town Plan Steering Committee

April 1, 2015

5:30 – 7pm

Present: Marshall Paulsen, Alison Anand, Gary Bressor, Heidi Bormann, Kristin Novotny, Jeff Forward, Wright Preston, Bob Marquis, Chris Granda, Clare Rock (Town Planner)

Introductions

Those present introduced themselves and Rock added that Katie Loesel has had a teaching commitment but will be able to join us regularly starting next time. Brad Elliot is not able to make it this evening. Rock will follow up with those members we have not seen yet.

Rock announced her pregnancy, she is due in mid-August. While she'll be out for a little while, she and the town is committed to the process so this project will stay on track.

Committee Process

The committee reviewed the "Terms of Reference" document and Rock provided an overview of reaching out to additional stakeholders. Joy Reap emailed the Marcia at the Foodshelf, she is unable to commit right now but is interested in participating in the larger events. Rock meet with one of the members of the tenants association at Riverview Commons Mobile Home Park, while he wasn't able to commit at this time, one of the other members of the tenants association might be interested, we'll plan to keep them in the loop via email updates. Rock also reached out to one of the Firefighter who may also be interested but couldn't commit. We continue to work on getting a couple of youth members.

Committee suggested to clarify a couple of the neighborhoods as listed under "Membership" #2. Suggestion was to include Williams Hills and Cemetery Rd with Hillview, add the Village and to ass East Hill to Fays Corner. Discussion followed about the extent to naming all roads with in an area or keeping it loose. One member recommended we revisit #3 under "regular Schedule" once we have some of the engagement activities further defined. There was interest in having a Transparency Monitor and questions about whether this committee falls under the Open Meeting requirements. Rock will investigate. Committee discussed the "Decisions" section and agreed to change to a 2/3 majority of decisions and that would work to consensus on major products. Six members voted in favor of this decision making process.

Rock will make the changes so the documents will be finalized at the next meeting.

Process Name

The committee discussed the following options:

- a. Richmond Tomorrow;
- b. Richmond Together; or
- c. Richmond On The Rise

The committee added “Richmond: Our Town, Our Future” to the short list of options. Six members voted in favor of “Richmond: Our Town, Our Future”. This will be the process name.

Engagement Activities & Timeline

Committee members who were part of the “Engagement Ideas Group” during the March 25 presentation provided some feedback on the engagement activities.

Activities we’ll anticipate pursuing to lead up to Community Vision Event will include:

- a. Community Vision Chalk board
- b. Coasters
- c. Interviews / Canvassing / Meeting in a box – need to draft some questions.
Committee members who were part of the “Engagement Ideas Group” will come up with some ideas.
- d. 4th of July
- e. Facebook page

Discussion followed and included question about how will we know if feedback is from Richmond residents or “outsiders”? At the next meeting we’ll discuss this and the activities in more depth.

Rock went over the timeframe for project and the need to get a date on the calendar for the town-wide Community Vision Event. Discussion followed about the different options (June, July or Sept). The committee agreed to hold the event the week after Labor Day, September 12. This will ensure greater participation vs a summer time event and will provide the opportunity to gather a lot of feedback with the other activities.

Network Analysis

Wright Preston provided a brief update from the group who were part of the “Community Networks + Communications Channels Group” during the March 25 event. Preston will compile there notes for further discussion at the next meeting.

Wrap up & next steps

Jeff Forward and Wright Preston will not be able to attend the next meeting.